

TMCC Subcommittee on Presentation Guidelines
Minutes for Wednesday, July 24, 2013
First Floor Meeting Room, Town Hall

Present: Nonny Burack (left 5:25), Melissa Perot (left 5:55), Alan Powell, Mary Streeter

Mary called the meeting to order at 4:07 pm.

We read and discussed the documents distributed and noted changes that should be made to the Presentation Guidelines. We made revisions as needed, but did not complete the guidelines. Mary will check with Kris Pacunas about the specifics of technical changes that should be included.

The meeting adjourned at 5:55 pm.

Documents distributed:

Guidelines for Effective Presentations at Town Meeting, 2 pages

Emails from Jim Pistrang 6/21/13 and Kris Pacunas 6/20/13, 2 pages

Mary Streeter's Notes from Moderator's Post Town Meeting Wrap-up 6/20/13, 2 pages

Minutes respectfully submitted by Mary Streeter

Approved on August 6, 2013